

April 18, 1996

PRESENTATION OF RESEARCH RESULTS

1. **REASON FOR ISSUE:** This Veterans Health Administration Handbook (VHA) is issued to update the procedures relating to the publication or other media presentation of research results.
2. **SUMMARY OF CONTENTS:** This VHA Handbook provides and establishes procedures, assigns responsibilities, and specifies authority for arranging for the presentation (usually publication) of research results from studies conducted wholly or partially by Department of Veterans Affairs (VA) employees.
3. **RESPONSIBLE OFFICE:** The Office of Research and Development (12C), is responsible for the contents of this VHA Handbook.
4. **RELATED ISSUES:** VHA Directive 1200 to be published.
5. **RESCISSIONS:** M-3, Part I, Chapter 8, dated July 22, 1992.
6. **RECERTIFICATION:** This document is scheduled for recertification on or before the last working day of April, 2001.

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Under Secretary for Health

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**Department of
Veterans Affairs**

RESEARCH AND DEVELOPMENT

PRESENTATION OF RESEARCH RESULTS

**Veterans Health Administration
Department of Veterans Affairs
Washington, DC 20420**

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PRESENTATION OF RESEARCH RESULTS

1. PURPOSE

This Veterans Health Administration (VHA) Handbook establishes procedures, assigns responsibilities, and specifies authority for arranging for the presentation (usually publication) of research results from studies conducted wholly or partially by Department of Veterans Affairs (VA) employees. This Handbook applies to all research results produced by VA employees regardless of source of funding and even if no research funding was involved.

2. PRINCIPLES

a. The facility Director, or designee, shall ensure :

- (1) VA receives appropriate recognition for its contributions in health research,
- (2) Research presentations are made in a scientifically responsible manner, and
- (3) Potential for controversy is anticipated and dealt with appropriately.

b. Failure to acknowledge VA support or employment, as stipulated in Appendix A may, at the discretion of the program director (i.e., Director, Medical Research Service, Health Services Research and Development (R&D) Service or Rehabilitation R&D Service), result in discontinuation of current VA R&D funding and/or ineligibility to receive future R&D funding for a period of up to 5 years.

c. Facility directors, or designees, shall encourage appropriate presentation of all significant research results. For example: Research funds may be used, with the approval of the R&D Committee, to pay page costs for publication and to purchase reprints for official Government use.

3. RESPONSIBILITIES

a. Facility Directors, or Designees

(1) Ensure that manuscripts, abstracts, and other presentations are reviewed by the R&D Committee, or a designee such as the Associate Chief of Staff (ACOS) for R&D, prior to presentation (e.g., publication) to guarantee that the presentation:

- (a) Satisfactorily acknowledges VA support and affiliation,
- (b) Is scientifically acceptable,
- (c) Protects the privacy of patients, and

(d) Indicates that the welfare of human and animal subjects was protected. **NOTE:** *Instructions for the acknowledgment of VA support and affiliation are provided in Appendix A.*

(2) Develop and implement local procedures to ensure that pending publications and other presentations are brought to the attention of the Research Communications Service (14R), VA Medical Center, Durham, NC (see App. B). These local procedures are to be developed in consultation with the Research Communications Service.

b. **R&D Committee.** The R&D Committee performs those responsibilities delegated to it by the facility Director.

c. **ACOS or Coordinator for R&D.** The ACOS or Coordinator for R&D performs those responsibilities delegated by the facility Director.

d. **Investigator.** The Investigator must:

(1) Acknowledge VA support and/or employment as prescribed in Appendix A in all presentations of research results.

(2) Submit all presentations to the locally designated review groups or individuals prior to submission for publication or other public presentation.

(3) Inform local Research Office at least 8 weeks prior, or as soon as possible, to the expected publication or public presentation.

4. REFERENCES

The following topics related to this Handbook are discussed in other parts of M-3, Parts I, Chapter 4:

a. Submission of progress and final reports is discussed in M-3, Part I, Chapter 4, Paragraph 4.03.

b. Obtaining project reports is discussed in M-3, Part I, Chapter 4, Paragraph 4.04.

c. Release of research information under the Freedom of Information Act (FOIA) may be discussed in M-3, Part II, Chapter 4, subparagraph 4.01g.

**PROCEDURES FOR ACKNOWLEDGING VA RESEARCH SUPPORT
AND/OR DEPARTMENT OF VETERANS AFFAIRS EMPLOYMENT**

1. Acknowledgment of VA Research Support. All publications (and with necessary changes, all other presentations) shall contain the following (or equivalent) acknowledgment:

a. “This material is based upon work supported by the Office of Research and Development (R&D). Add as applicable: Medical Research Service, or Health Services Research and Development, or Rehabilitation R&D Service, Department of Veteran Affairs (VA).

b. If no direct research funding was provided by VA, but the research involved the use of other VA resources; e.g., facilities or patients, a similar form of acknowledgment shall be included in the publication.

2. Acknowledgment of VA Employment. Authors of clinical and research manuscripts, abstracts and presentations, shall acknowledge their employment according to the following format: “Chief, Surgical Service, Department of Veteran Affairs Medical Center, (City), (State):”

a. When the author also holds a faculty appointment, the academic title and school may be given as well.

b. When VA provides the major salary support for the Principal Investigator (i.e., greater than 4/8), it shall be named first, whether or not VA is the primary source of funding and regardless of where the funds are administered;

c. In addition, authors of scientific and research publications are required to list VA employment first if any of the following apply:

(1) Work was primarily funded from VA resources (greater than 50 per cent), either directly or indirectly;

(2) Research supported was conducted primarily in VA facilities; and the

(3) First author was a junior scientist (e.g., resident, fellow trainee) whose salary may not have been provided by, but who primarily used VA funding or facilities, or whose mentor supervisor was primarily employed or funded by VA.

d. News media and individuals outside VA may not understand the contributions and roles of VA in intellectual advances, vis-à-vis those of universities and other affiliated institutions. Accordingly, scientists and physicians with VA salaries and/or funding support, are expected, when invited to respond to the news media or to present their work, to make a serious and good-faith effort to obtain appropriate recognition for VA.

3. Publication by Contractors. The publication of research results by firms providing contracted services to VA will be governed by the terms of the contract. The contract terms need to be consistent with the provisions of this Handbook with respect to review and acknowledgment of VA support.

**PROCEDURE FOR COORDINATING
DISSEMINATION OF RESEARCH RESULTS AND/OR PUBLICITY**

RESPONSIBILITY

ACTION

Research Office (Medical center)

Notifies Research Communications Service (VA Medical Center Durham, NC) of upcoming publications (or other presentations) anytime from when a study is first accepted for publication in a scientific journal to the galley proof stage. The notification must include an abstract of the study, a summary in lay language, the name of the journal, and a publication date, or similar information for other presentations.

Research Communications Service

Informs Office of Under Secretary for Health and, simultaneously, Office of Research and Development, of the research presentation; contacts appropriate Office of Public Affairs element; and makes appropriate news media arrangements in concert with the principal investigator and appropriate Research Service Director.